

Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR

Tel: 01304 361999, E-mail: deal.town.council@deal.gov.uk

www.deal.gov.uk

To all Committee Members: You are hereby summoned to attend a meeting of the Finance & General Purposes Committee at the Town Hall on **Thursday 12th December 2024** at 7.15pm to transact the business shown on the agenda below.

Members of the public and press are welcome to attend.

Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Wednesday 11th December by email to deal.town.council@deal.gov.uk or post to the above address. These statements will be circulated to all present at the meeting and become part of the public record of the meeting, names will be redacted.



Paul Bone

Responsible Finance Officer

Date: 6 December 2024

AGENDA

1	Chairperson's opening remarks:	Chairperson
2	Apologies for absence:	
3	Declarations of interest: To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
4	Public Participation and Statements received: For Councillor information: Members of the public may make representations, answer questions and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	
5	The minutes of the previous Finance & General Purposes Committee meeting held on 19th November 2024 for approval and signing: Decision required.	Attach. 2
	Resolution to exclude the public: Public Bodies (Admission to Meetings) Act 1960 s1 (2) – on the grounds that the information to be discussed is of a confidential nature.	
6	Draft Budget 2025/26: Decision required.	Attach. 3
15	Date of next F&GP Committee meeting: 21 st January 2025	

Members Cllrs, TB, DP, BB, SB, DC, MC, ME, & LC

Declarations of Interest

Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR
The Minutes of the Finance & General Purposes meeting held at the Town Hall
on Tuesday 19th November 2024 at 7:15pm.

Present: Cllr T Bond (Chairperson) Cllr D Cronk
Cllr B Bano Cllr S Beer
Cllr L Craggs

Officers: Mr. P. Bone - Responsible Finance Officer
Ms. H. McAdam - Finance Assistant Others: None
Miss P. Read - Clerical Officer

1	Chairperson's opening remarks: The Chairperson welcomed everyone to the meeting and read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.	Chairperson
2	Apologies for absence: Apologies were received from Cllr D Parks (Vice-Chairperson) due to personal commitments, Cllr M Cronk due to works commitments and Cllr M Eddy due to personal commitments.	R.F.O.
3	Declarations of interest: None received	
4	Public Participation: None received	
5	The minutes of the Finance & General Purposes Committee meeting held on Tuesday 17th September 2024 for approval and signing: Members RESOLVED: To accept the minutes from the Finance & General Purposes Committee meeting held on 17 September 2024 as a true and accurate record. (P) Cllr D Cronk (S) Cllr B Bano. 3 For, 2 Abstentions. Agreed. The Chairperson duly signed the minutes.	Chairperson
6	Finance Income & Expenditure figures and Full Bank reconciliation to 31st October 2024: Members RESOLVED: To note the information. (P) Cllr D Cronk (S) Cllr B Bano. All agreed.	
7	Annual Grants Round 2: Members considered the recommendations from the Grants subcommittee and RESOLVED: 1) Sholden Primary School: To award a full grant of £1,000 to create a green space & sensory garden to be used by pupils as a calm space to relax and enjoy the surroundings. 2) Samphire Project: To award a grant of £450 to part fund an annual lantern parade & awareness event focussing on children from local schools and their parents. 3) North Deal Community Company: To award a full grant of £800 to help fund replacement kitchen equipment at the Golf Road Centre. 4) Deal Museum: To not award a grant towards the purchase of a shelving system to display books and other sales items as the application failed to achieve 50% of the available score points 5) Royal British Legion: To award a grant of £500 towards the cost of providing refreshments and the hire of a PA system for Remembrance and Armed Forces Day events. (P) Cllr D Cronk (S) Cllr B Bano. 4 For, 1 Against. Agreed.	R.F.O.
8	External Auditor's report: Members RESOLVED: To note the report and to thank the R.F.O. and Council staff for the work commitment involved in satisfying the requests of the auditors. (P) Cllr B Bano (S) Cllr D Cronk. All agreed.	

9	<p>Braderie: Following debate, Members RESOLVED:</p> <p>1) To include a budget line in the draft 2025/26 Budget for a Braderie event in 2025.</p> <p>2) To set £2500 as the budget for the Braderie event in 2025 and strive to get as many stall holders to participate as possible.</p> <p>3) To start exploring alternative options for a Braderie in 2026 and beyond, such as the use of DDC's Union Road Carpark, alongside an appropriate consultation with Deal residents and a communication strategy in the event of any changes to the existing Braderie format.</p> <p>(P) Cllr S Beer (S) Cllr L Craggs. All agreed.</p>	R.F.O.
10	<p>Town Hall Free use request: Following debate, Members RESOLVED:</p> <p>To approve the free use of the Town Hall Chamber, committee room and kitchen on Saturday 23rd November in support of the Christmas light switch on between the hours of 4pm to 9pm and use of the Council's 'Santa's Grotto Gazebo' in the undercroft from 2pm.</p> <p>(P) Cllr B Bano (S) Cllr D Cronk. All agreed.</p>	R.F.O.
11	<p>Town Hall Christmas Decorations: Following debate, Members RESOLVED:</p> <p>1) To agree a one-off budget of up to £1000 to purchase this year's tree, decorations for the tree and decorations for the undercroft to be used on a yearly basis.</p> <p>2) That a regular budget line of £250 is included in the Council's annual budget for the purchase of a tree and the cost of maintaining/replacing any failed/broken decorations.</p> <p>(P) Cllr L Craggs (S) Cllr D Cronk. All agreed.</p>	Facilities Manager/R.F.O.
12	<p>Town Hall event/meeting chairs: Following debate, Members RESOLVED:</p> <p>That a line for Town Hall Furniture & Equipment in the draft for 2025/26 is increased by £3,000 to cover the cost of replacement chairs.</p> <p>(P) Cllr D Cronk (S) Cllr L Craggs. All agreed.</p>	R.F.O.
13	<p>National Pay Award: Members RESOLVED: To note the report.</p> <p>(P) Cllr L Craggs (S) Cllr S Beer. All agreed.</p>	
14	<p>DTC Financial regulations update: Following debate, Members RESOLVED: To adopt the updated version on Deal Town Council's Financial Regulations 2025.</p> <p>(P) Cllr D Cronk (S) Cllr S Beer. All agreed.</p>	R.F.O.
15	<p>Date of next F&GP Committee meeting: Following debate, Members RESOLVED: That the date of the next F&GP meeting is set at Thursday 12 December 2024.</p> <p>(P) Cllr T Bond (S) Cllr S Beer. All agreed.</p> <p>Members further RESOLVED: That an informal 'Budget Setting' session should be held for any interested Cllrs by the R.F.O. on the evening of the 10th December.</p> <p>(P) Cllr D Cronk (S) Cllr L Craggs. All agreed.</p>	R.F.O. R.F.O.
	<p>The Chairperson closed the meeting at: 20:14</p>	Chairperson